

STATINTL

| NOTE: SEE INSTRUCTIONS ON REVERSE SIDE | | | | | | REPRODUCTION REQUISITION | | | | JOB NUMBER | |
|--|---|----------------|---------------------|-------------------------|------------------------|--|--------|-----------------|-------|--|---|
| ORDERED BY (PERSON) | | | | | | BUILDING | | ROOM | PHONE | THIS DATE | |
| BRANCH OR OFFICE | | | | | | DIVISION | | SECTION | | DATE JOB REQUIRED | |
| Office of General Counsel - Branch Office | | | | | | | | 1711 | 3436 | 7 May 1953 | |
| | | | | | | As soon as possible | | | | | |
| COPIES REQUIRED | X | SIZE | NUMBER OF ORIGINALS | COPIES REQUIRED ON EACH | TOTAL NUMBER OF COPIES | PRINT | X | BINDERY | X | DISPOSITION OF STENCILS, NEGATIVES, PLATES, COPY, ETC. | X |
| PHOTOSTAT | X | 8 1/2 x 13 1/2 | 4 | NEG. | 4 | ONE SIDE | X | ASSEMBLED | X | RETURN | X |
| | | | | POS. | | TWO SIDES | | UNASSEMBLED | | RETAIN | |
| PHOTOGRAPHY | | | | NEG. | | HEAD TO HEAD | | FASTENED | | DESTROY | |
| | | | | PRINTS | | TUMBLE HEAD | | PUNCHED | | | |
| MICROFILM | | | | NEG. | | PAPER | | PADDED | | ESTIMATED MONTHLY USAGE | |
| | | | | PRINTS | | KIND | COLOR | ADDRESSED | | | |
| OZALID | | | | | | Bond | White | PERFORATED | | CLASSIFICATION | |
| | | | | | | INK | | RERUN DATA | X | | |
| COMPOSING | | | | | | COLOR | NUMBER | TO BE RERUN | | | |
| | | | | | | | | NOT TO BE RERUN | | | |
| OFFSET PRINT | | | | | | REMARKS: | | | | | |
| MIMEOGRAPH | | | | | | 4 photostatic copies of 3 pages as per attached. | | | | | |
| ADDRESSOGRAPH | | | | | | | | | | | |
| DELIVERY RECEIPT | | | | | | | | | | | |
| THE SERVICE ORDERED ON THIS REQUISITION RECEIVED | | | | | | | | | | | |
| , 19 | | | | | | | | | | | |
| FORM NO. 36-2 Approved For Release 2000/08/25 : CIA-RDP58-00453R000200180005-0 | | | | | | | | | | | |
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INSTRUCTIONS

Submit this requisition in triplicate for each type of job. The blue copy will be returned with the date of its receipt and the requisition JOB NUMBER indicated.

Always refer to requisition JOB NUMBER when inquiring about work.

When requesting reruns reference should be made to the prior JOB NUMBER under "Remarks."

Name, building, room, phone, etc. appearing at the top of the requisition should be that of the person most familiar with the job.

Determine definitely what is wanted before sending copy for reproduction. Rebuilding a form in proof is expensive, often costing more than the original composition.

(OVER)

U. S. GOVERNMENT PRINTING OFFICE 16--62490-1

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